



# Los Angeles Grand Avenue Authority



## **Board of Directors**

Hon. Gloria Molina, Chair  
Hon. Jan Perry, Vice Chair  
David E. Janssen, Secretary  
Robert R. "Bud" Ovrom

## **NOVEMBER 24, 2003 MINUTES**

The second meeting of the Los Angeles Grand Avenue Authority was held November 24, 2003 at Kenneth Hahn Hall of Administration, Room 374-A, 500 West Temple Street, Los Angeles, CA 90012.

## **CALL TO ORDER**

Chairperson Gloria Molina called the meeting to order at 10:10 a.m. The following Directors were present, constituting a quorum of the Authority:

Honorable Gloria Molina, Chairperson, Supervisor First District, Los Angeles County  
David E. Janssen, Chief Administrative Officer, Los Angeles County  
Honorable Jan Perry, Councilmember 9<sup>th</sup> District, City of Los Angeles  
Robert R. "Bud" Ovrom, Chief Executive Officer, Community Redevelopment Agency, City of Los Angeles

## **APPROVAL OF THE OCTOBER 27, 2003 MINUTES**

On motion of Director Ovrom, seconded by Director Janssen, the Authority unanimously approved the October 27, 2003 minutes.

## **MANAGING DIRECTOR'S REPORT**

Martha Welborne reported that 700 Requests for Qualifications (RFQ) were mailed out and 200 were downloaded from the website. December 2, 2003 is the RFQ receipt deadline. Answers to questions are updated weekly on the website.

Ms. Welborne and Mr. Malmuth attended the Urban Land Institute's Annual Conference in San Francisco. Approximately 5,000 developers were in attendance and the project was discussed extensively.

Ms. Welborne reported that the Committee continues to operate under the auspices of the California Community Foundation until the Committee's nonprofit status is obtained. The Committee plans to then transfer budget operations and finalize staffing requirements. Currently, the Committee is interviewing for a financial advisor, administrative assistant and legal consultants.

County staff is still researching ownership of the parcel across from the Los Angeles Times building and this information will be provided at a future meeting.

Questions regarding the project should be referred to Ms. Welborne, Mr. Malmuth or Krisztina Tokes who will investigate and post official answers to the website to avoid confusion. Director Ovrom asked the Committee to post Chairperson Molina's inquiry regarding addressing questions to the website together with a response clarifying that answers received from other sources may not be reliable.

**APPROVAL OF SELECTION CRITERIA TO BE USED TO EVALUATE QUALIFICATIONS PACKAGES TO BE SUBMITTED BY POTENTIAL DEVELOPERS**

Ms. Welborne described the point system assigned to the four criteria. All packages received by December 2, 2003 will be reviewed for completeness and ranked. Two key review factors are the developer's experience and ability to finance the project.

**APPROVAL OF REVIEW PROCESS TO BE USED TO EVALUATE QUALIFICATIONS PACKAGES TO BE SUBMITTED BY POTENTIAL DEVELOPERS**

Ms. Welborne reported that a representative from each Director's office, Mr. Malmuth and she will evaluate the RFQ responses. Each member will review the qualifications based on the criteria and point guidelines established.

The point system will be used to determine a pre-qualifying "short list". The "short list" will be presented to the Authority and then sent the Request for Proposal (RFP).

Director Molina inquired if an appeals process has been established. Ms. Welborne commented that it has not been discussed, but it should be a part of the RFP. Ayahlushim on Hammed, Community Redevelopment Agency, stated that appeals would be brought before the Authority directly. Once the "short list" has been published the applicants can be presented with an appeal.

Jim Thomas, Chair of the Grand Avenue Committee addressed the Authority, regarding the evaluation criteria. He suggested that it may be a mistake to assign points to the criteria. As it is subjective and could be a basis for a lawsuit. Mr. Thomas recommended the Authority consider providing the RFP to all applicants.

Director Molina requested the City Attorney's Office and County Counsel investigate the requirements of releasing this information to the public. Karen Lichtenberg, County Counsel, stated that rating sheets become public information when they are submitted to the Board of Supervisors with a selection recommendation. The identity of the evaluators and the calculations are not available, but the rating sheets are upon request when the recommendation is submitted. If a decision were to be challenged in court, the rating sheets provide a showing that the Authority did not abuse its discretion.

Director Ovrom requested County Counsel and the City Attorney's Office research the requirements surrounding the release of information and the possibility of protecting the information based its proprietary nature.

Karen Lichtenberg stated proprietary information is exempt from disclosure under the Public Records Act. If someone seeks to obtain information regarding any part of the proposal whether it is the qualification statement or proposal under the Public Records Act, it is the Authority's responsibility to defend its position to the Court, at the Authority's expense, and comply with whatever the Court orders.

**On motion of Director Janssen, second by Director Perry, the Authority approved the selection criteria and the review process and asked that scoring information be withheld while the City Attorney's Office and County Counsel research the requirements surrounding the release of information and the possibility of protecting the information based its proprietary nature.**

#### **ADOPTION OF THE CONFLICT OF INTEREST CODE**

Karen Lichtenberg, County Counsel, provided a brief explanation of the Conflict of Interest Code. Director Molina requested that the Conflict of Interest Code be placed on the website. **On motion of Director Janssen, seconded by Director Perry, the Authority unanimously approved the Conflict of Interest Code.**

#### **PUBLIC COMMENT**

There was none.

#### **MATTERS TO BE PRESENTED AND PLACED ON THE AGENDA OF A FUTURE MEETING**

The December 22, 2003 meeting will be moved to January 5, 2004 at 10:00 a.m. The "short list" selected from the RFQ's, review and approval the RFP, a report on the resolution of the new non-profit agreement along with a staffing update, a budget plan and a report on the actual ownership of the parcel of land located next to City Hall will be placed on the agenda for the next meeting.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 11:19 a.m.